

DIGITIZATION GUIDELINES

Video Digitization for VHS, VHS-C, miniDV & DV

- **How much time will transferring video take?** For every 1 minute of video, it will take 1.5x to digitize it. Capture happens in real time and then the file must be converted, described, and saved.
- We recommend digitizing no more than 1 hour of video in a 2-hour session.
- **How much storage space will I need?** If compressing, 1 hour of video = about 4 GB, so bring the appropriate size flash drive or external hard drive to accommodate the length of your video(s). External hard drives need to be Mac-compatible.

Video Digitization for 8mm Tapes (Video8, Hi8 & Digital8) & Betamax

- **How much time will transferring video take?** For every 1 minute of video, it will take 1.5x to digitize it. Capture happens in real time and then the file must be converted, described, and saved.
- We recommend digitizing no more than 1 hour of video in a 2-hour session.
- **How much storage space will I need?** If compressing, 1 hour of video = about 4 GB, so bring the appropriate size flash drive or external hard drive to accommodate the length of your video(s). External hard drives need to be Mac-compatible.

Scanning for Photos, Papers, 35mm Negatives & Slides

- The standard resolution for 4x6" photographs will take about 30 seconds to 1 minute per photograph.
- **How much time will scanning photographs and documents take?** It depends on the resolution. The higher the resolution, the longer it will take.
- **How much storage space will I need?** Any standard flash drive or external hard drive of 4GB or more.

Vinyl Records, Audio Cassettes, Zip Disk, 3.5" Floppy & Data Cards

- Transfer your files/data from zip disk, 3.5" floppy disk and various data cards.
- **How much time will be transferring audio take?** For every 1 hour of audio, it will take 1.25 hours to digitize. Capture happens in real time and then the file must be encoded, described, and saved.
- We recommend digitizing no more than 1.5 hours of audio in a 2-hour session.
- **How much storage space will I need?** 1 hour of audio = about 620MB, so bring the appropriate size flash drive or external hard drive to accommodate the length of your audio.

Reel to Reel Conversion (Standard 8mm & Super 8mm)

- Please note converter does not convert sound.
- **How much time will transferring take?**
 - 3 inch reel = 30 - 35 minutes of conversion time
 - 5 inch reel = 3.5 - 4 hours of conversion time
- **How much storage space will I need?** 1 hour of video = about 4 GB, so bring the appropriate size flash drive or external hard drive to accommodate the length of your video(s). External hard drives need to be Mac-compatible.